

ASPIRA, Inc. OF NEW JERSEY

ESSEX COUNTY CENTER
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MEMORANDUM

TO: Mr. Roberto Del Rios,
Executive Director

FROM: Mr. Ivan Mendez, Parent Advocate 

RE: Annual Report 1993-1994; Parent Advocacy Program

DATE: July 18th, 1994.

Attached you will find the Narrative/Statistical Annual
Report for the 1993-1994 Program year.

I-INTRODUCTION

I began working for ASPIRA Inc. of New Jersey on November 15th, 1993 as the Parent Advocate.

My primary responsibility was to work with the parents of the Luis Munoz Marin students that were participating in the Academic Continuance Program. This included having an active caseload of parents, coordinating and/or presenting workshops to parents and working as a liaison between the parents, school administrators, other school personnel and the students. Other duties were to be assigned to me as needed.

II- HIGHLIGHTS

The highlight of the program are the innovative efforts that are being directed at helping students by having a handle on home situations and needs that may hinder student development in school; this has come about through the work done with their parents.

The following highlights the programmatic services for the Parent Advocacy Program.

III. CASELOAD DATA

The academic program year of 1993-1994, ended with all 15 parents remaining on the active caseload for the upcoming academic year.

During the 1993-1994 academic year, a total of 15 (11 females 73.3% and 4 males 26.67%) parents were recruited.

In terms of ethnicity, 13 or 86.67% of the Essex County, caseload were Puerto Rican, Dominican 1 or 0.8%, Central American 1 or 0.8%.

Most of the participants were on public assistance. 4 were below 9420 income and 11 were between 9420-12629.

CLOSED CASES

NONE

BEGINNING CASELOAD FOR NEXT YEAR 1994-1995

A total of 15 remain; Of these, 11 (73%) are females and 4 (27%) are males.

13 Puerto Ricans, 1 Dominican and 1 Central America. The statistical income breakup is as followed: (4) or 26.67% below 4920 and 11 or 73.33 between 4920-12629.

IV. COUNSELING SESSIONS

TOTAL 29730 COUNSELING SESSIONS

1. INITIAL SESSION	770	2.59%	*	33	3.18 %
2. CAREER COUNSELING	4315	14.51%	*	124	6.0 %
3. ACADEMIC COUNSELING	465	1.56%	*	15	1.45 %
4. ADMISSIONS COUNSELING	160	.59%	*	6	.58 %
5. FINANCIAL AID COUNSELING	2055	6.91%	*	81	7.80 %
6. LEADERSHIP DEV.	75	.25%	*	6	.58 %
7. PERSONAL COUNSELING	12210	41.07%	*	475	45.76 %
8. HOME VISITS	4290	14.43%	*	113	10.89 %
9. CLUB MEETINGS	845	2.84%	*	7	.67 %
10. REFERRALS	690	2.32%	*	28	2.70 %
11. CASE CONFERENCE	3855	12.97%	*	150	14.45 %

TOTAL 29730 (495hrs,50ms)1038

III-PROGRAM ACTIVITIES

CLUB MEETINGS

1. Club Meeting, November 16th, 4 parents.
2. Club Meeting, November 30th, 2 parents.

WORKSHOPS

1. Workshop: "Your Child's Education", Nov. 16th, 4 parents.
2. Workshop: "Self Esteem" Nov. 30th, 2 parents.
3. Workshop: "Setting Goals for you and your family" Jan. 17th, 9 parents.
4. Workshop: "Setting goals for your children" Jan. 25th. 5 parents.
5. Workshop: "How to be a mother of father, LMM, Nwk., Feb. 17th, 9 parents.
6. Workshop: "Meeting with teacher Communication Skills Part I" LMM, Nwk., Feb. 22nd, 5 parents..
7. Workshop: "Communication Skills Part II" LMM. Nwk., March 28th, 6 parents.
8. Workshop: "Stress Management" LMM, Nwk., April 21st, 3 parents.
9. Workshop: "Motivating your Child" Parent Resource Center, LMM, Nwk., April 25th, 5 parents.

FIELD TRIPS

1. Awards Night Ceremony, Rider Univ. Lawrenceville, June 3rd, 7 parents.

OTHERS

1. Hispanic Family Fair, NJIT, Jan. 22nd, 23 parents and students.
2. Anti-Drug March Meeting, LMM, Nwk., April 15th, 8 parents.

STAFF DEVELOPMENT

AGENCY MEETINGS

1. General Staff Meeting, E.C.C., Dec. 6th.
2. General Staff Meeting, E.C.C., Nwk., Jan. 7th.
3. General Staff Meeting, E.C.C., Nwk., March 11th.
4. General Staff Meeting, E.C.C., Nwk., April 14th.
5. General Staff Meeting, E.C.C., Nwk., June 24th.

OTHER MEETINGS

1. Attended S.A.B. Meeting, E.C.C., Nwk., Nov. 17th.
2. Attended Club Meeting, LMM, Nwk., Nov.. 23rd.
3. Meeting with Mr. Lopez, re: School policies, LMM., Nwk., Feb. 15th.
4. Home School Council Meeting, LMM, Nwk., April 20th (9:00 am.)
5. Home School Council Meeting, LMM, Nwk., April 20th (6:00 pm.)
6. Anti-Drug March Meeting, LMM, Nwk., May 13th.
7. Anti-Drug March Meeting, LMM, Nwk., May 27th.

WORKSHOPS

1. "Create a Banner" workshop, E.C.C., Nwk., Nov. 18th.
2. "Conflict Management" Workshop, E.C.C., Nwk., Feb. 4th.
3. "Computer" Workshop, E.C.C., Nwk., Feb. 14th.
4. "Learning About the Environment" Workshop, LMM, Nwk., May 5th.

Public Relations

1. Attended Farewell Party for Mr. Juarbe, Vice-Principal, at Spanish Manor, Newark April 22nd.
2. UMDNJ Parent Conference, June 10th.

ORIENTATIONS

1. Orientation with Mr. Figueroa, E.C.C., Nwk., Dec. 17th.

OTHERS

1. Attended Latino Male Conference, Trenton State Coll. Nov. 19th.
2. Home School Council Party, LMM, Nwk., Dec. 17th.
3. Participated in ETS trainings, March 1st-4th.
4. Attended Field trip to Rutgers New Brunswick, March 25th.

5. Attended Health Careers Conference, Robert Woods Johnson, New Brunswick, April 9th.
6. Attended State Takeover Forum, Rutgers Newark, April 16th.
7. Attended Youth Conference, Rutgers University, N. Brunswick, April 29th.
8. March Against Drugs, June 11th.
9. Trip to Dorney Park, as Chaperone, June 15th.

For purposes of staff development, I attended a total of 5 agency meetings, 7 other meetings, 4 workshops, 1 orientation, 2 public relations events and 9 other events during the year.